To delete your Outlook profile and connect to Office 365 from a Windows 10 system, do the following.

First, to delete the current Outlook profile...

1. Click on the Windows Start Icon in the bottom left corner of your screen.



2. With your keyboard, type in "Control Panel" with the quotes and press Enter.



3. Click on "Category" in the top right corner and select "Large Icons"



4. Click on "Mail" (Label may be slightly different)

Adjust your computer's settings							View by: Large icons 🔻
r.	Administrative Tools		AutoPlay	1	Backup and Restore (Windows 7)	R	BitLocker Drive Encryption
1	Color Management	8	Credential Manager	P	Date and Time	6	Default Programs
	Device Manager	<b>2</b> 1	Devices and Printers	٩	Ease of Access Center	88	File Explorer Options
	File History	A	Fonts	æ	Indexing Options	e	Internet Options
~	Keyboard	٩	Mail (Microsoft Outlook)	0	Mouse	<u>t</u>	Network and Sharing Center
<b></b>	ہم NVIDIA Quadro View	٩	Phone and Modem	۲	Power Options	õ	Programs and Features
P	Recovery	P	Region		RemoteApp and Desktop Connections	Þ	Security and Maintenance
9	Sound	Ş	Speech Recognition	Ŷ	Storage Spaces	÷	SupportAssist OS Recovery
0	Sync Center		System	<b>\$</b> ]	Taskbar and Navigation		Troubleshooting
<u>8</u>	User Accounts	1	Windows Defender Firewall		Work Folders		

5. Click on "Show Profiles"



6. Make sure "Outlook" is selected then click on "Remove" and then "OK"

Ø Mail	×						
General							
The following profiles are set up on this computer:							
Outlook							
<b>.</b>							
Add Remove Properties Copy							
When starting Microsoft Outlook, use this profile: <u>P</u> rompt for a profile to be used Always <u>u</u> se this profile							
Outlook ~							
OK Cancel Apply							